



**DATE:** June 28, 2023  
**TO:** Board of Trustees  
**FROM:** Joe Dwyer, Committee Chair  
**GOVERNANCE POLICY:** [Policy 230 – Board Committees](#)  
**ADDITIONAL REFERENCE:** [Policy 225 – Board Responsibility and Conduct](#)  
[Policy 405 – Budget Development and Transparency](#)  
[Policy 500 - Transportation](#)  
[Administrative Procedure 550 – Contract Bus Service](#)  
[Board Procedures Regulation 82/2019](#)  
[Education Act: Section 34, 51, 52\(1\)\(b\)](#)  
Assurance Domain - [Governance](#)

**SUBJECT:** Transportation Committee

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**PURPOSE:**

For information.

**BACKGROUND:**

The Transportation Committee makes recommendations to the Board regarding matters related to student transportation. The Committee recommends and reviews policies related to student transportation matters. The Committee also liaises with the bus contractors on governance issues.

**REPORT SUMMARY:**

The Transportation Committee held a meeting on May 24, 2023. The following is a summary of that meeting:

- Administration provided an update on the Transportation Services budget tracking;
- Administration provided information on an extension that was awarded to an existing contractor to cover the additional section for a CASA Mental Health Service Classroom student starting April 2023 until the end of the school year;
- Summary of the RFPs:
  - 59 applied for their existing routes;
  - 11 routes had multiple respondents; and
  - Contracts were awarded the week of May 15, 2023, and were to be signed by June 15, 2023.
- The Division uses the Sturgeon County app to request hazards to be removed. Other sources of information are also used in collaboration with Sturgeon County;
- The Division is introducing a school staggered start process for the 2023-2024 school year;
- The bus pass process was reviewed. Enhanced software and tablets are being installed in the next 6-8 months to ensure better tracking of students on buses;
- The noon transportation application deadline is August 11, 2023, but could be extended as needed to better assess the needs and financial feasibility of route implementation; and



- Students riding regular buses are assessed regular fees, and students riding Special Education buses are exempt from fees.

The Committee Chair is prepared to respond to questions at the June 28, 2023, Public Board meeting.